

## **Broadmoor Crime Prevention & Improvement District**

### **Meeting of the Board of Commissioners**

**July 22, 2013 @ 5:30 pm**

Gary Littlefield called the meeting to order, and welcomed those present.

#### **I. ROLL CALL**

The following commissioners were present: Gary Littlefield, Julie Brown White, Mark McDuff, M. J. Chustz, Jr., Greg Scott and Marcelle DeSoto. Steven Graham was not present and was excused.

#### **II. Approval of the Minutes from the April, 2013 meeting will be approved at a later date due to the absence of Linda Alwood, Administrator.**

#### **III. Treasurer's Report – Commissioner Mark McDuff distributed a draft copy of the proposed 2014 budget. Mark noted that the portion pertaining to North Broadmoor will be deleted because they will not be assessed in the 2014 legislative year. It was also noted that the portion amount assigned for the neighborhood signs can be revised. Regarding the entrance sign at Airline, the board can vote again after bids are received. It was also noted that \$10,000.00 has been allocated to beautification in the draft budget. It was further noted that there is a reserve amount for legal services. The amount reserved for the private police patrol was discussed. The amount allocated for the patrol coordinator of \$100.00 is an estimate based upon the amount paid to the coordinator of the police patrol of another district. This amount can be further estimated after the meeting with Mr. Browning, the police patrol coordinator. The costs of the window decals need to be considered. The cost is approximately .25/decals X 2,000 decals. Therefore this \$2,000.00 has been put in the draft budget as a part of crime prevention so that the patrol officers can identify vehicles that belong to residents. We will have to consider the cost of extra decals for those residences having multiple vehicles. We may or may not need to bid out the cost of the decals. There was a question as to whether or not the cost can be folded into the deficit for the entrance signs. If the budget sticks for 2014, there is a question as to whether or not it is permissible to carry over any surplus in 2014 to 2015. It was discussed that the law may be that we will have to be within 5% of the budget, at least on paper. It was also noted that we may need to reserve additional funds for legal/ accounting services.**

#### **IV. New Business -**

**A. Motion to accept Brian Wilson, Assessor letter- The assessor's letter concerning his fees for collection was discussed.( a copy of this letter will be attached to the official minutes). Gary read the assessor's letter to the board and requested a motion to approve signing the letter and returning the signed letter to the East Baton Rouge Parish Assessor's office by August 1, 2013. Greg Scott moved, seconded by M J Chustz and unanimously carried to sign and return the assessor's letter.**

B. Steps and assignments for remaining portion of 2013- Per Gary, Skip over this section and see item D. below.

C. Next meeting Dates- October 28, 2014 at 5:30 pm.

D. Communications: Who/ What will the BCPID be paying for beginning in 2014. A discussion took place regarding funding of costs of communications of BCPID. Julie is to contact Sheri Morris to determine the rules that apply with respect to costs of this item. The costs to consider are for maintaining the website at approximately \$3000 per year plus \$600 in web provider fees /year. To prepare newsletter costs \$1000 per year. Mailing/printing costs are \$2000/issue four times /year. Can BCPID pay to join BRA website? Other items to consider are a cell phone provided to police patrol so residents can use to contact the officer on patrol at any given time for example to report a crime in progress. We need to determine if the cost of the cell phones are permissible expenditures. Can BCPID pay to participate in the crime prevention portion of a web page? Can this be allocated as a crime prevention cost?

E. Zoning & Restrictions: Will these responsibilities and funding stay with BRA or become a part of BCPID? What about complaint line regarding violations of restrictions? IS BCPID permitted to budget for this item? Can BCPID fund these items but have BRA do the leg work? In sum, 80% of budget has to be allocated to crime prevention. What items may legitimately be included in this category or fall within this umbrella? We need a document that sets forth what BCPID funds may be used for. For example, can cost of trimming overgrown foliage fall within crime prevention?

V. Old Business-None discussed under this agenda item

VI. Upon motion by Marcelle DeSoto, seconded by Mark McDuff and unanimously carried, the meeting adjourned.

Respectfully submitted,

Julie Brown White, Secretary

V. ADJOURNMENT

Mark McDuff moved, seconded by Steven Graham and unanimously carried to adjourn the meeting.

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Julie Brown White, Secretary